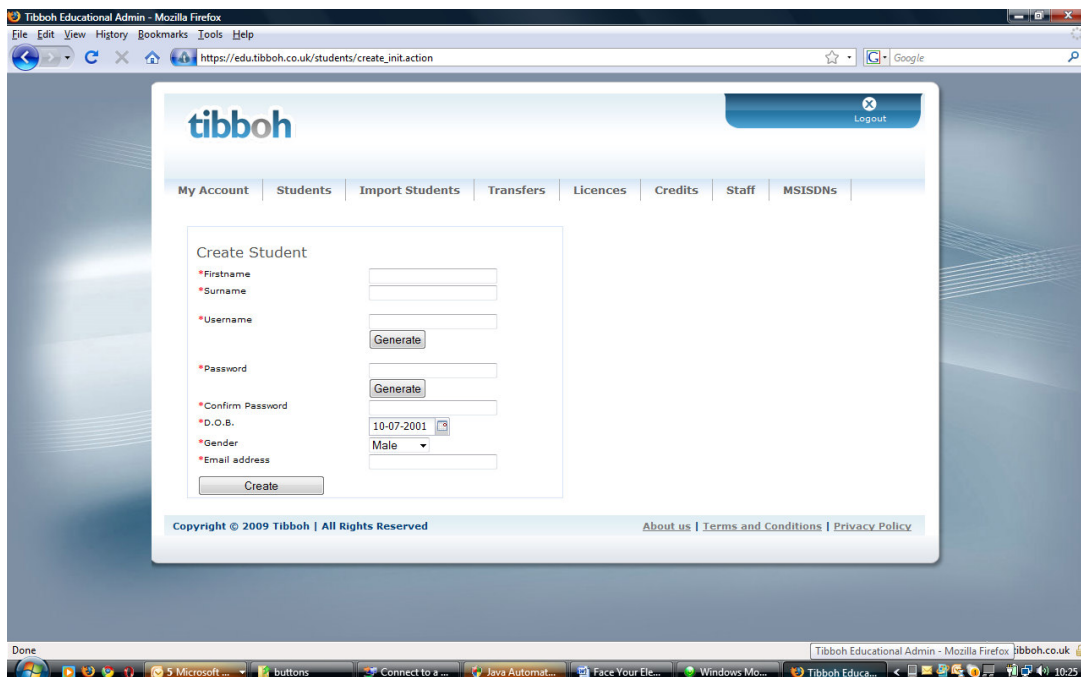


## How to set up for Tibboh's safe internet access

1. On a laptop – get on the internet with a (Tibboh-provisioned) Vodafone SIM. Make sure all other internet access (e.g. wireless) is turned off. You can use a Vodafone dongle or a mobile device (set to its 'internet sharing' option).
2. Open a browser - you will be directed to a Tibboh login page
3. Log in (your login details should have been sent to you – username by email and password by phone / text)
4. Go to [edu.tibboh.co.uk](https://edu.tibboh.co.uk). This will take you to the Tibboh Educational Establishments portal.
5. Click on 'My Account' > 'My Roles' and tick all the boxes. You will now have to log out then log in back in again.
6. Choose 'Create' from the Students tab. A page like the one below will open. Set up your logins for each user.



The screenshot shows a web browser window titled "Tibboh Educational Admin - Mozilla Firefox" with the address bar displaying "https://edu.tibboh.co.uk/students/create\_init.action". The page features the Tibboh logo and a navigation menu with tabs: My Account, Students, Import Students, Transfers, Licences, Credits, Staff, and MSISDNs. A "Logout" button is visible in the top right corner. The main content area is titled "Create Student" and contains the following form fields:

- \*Firstname:
- \*Surname:
- \*Username:  with a "Generate" button below it.
- \*Password:  with a "Generate" button below it.
- \*Confirm Password:
- \*D.O.B.:  with a calendar icon.
- \*Gender:  with a dropdown arrow.
- \*Email address:

A "Create" button is located at the bottom of the form. At the bottom of the page, there is a footer with the text "Copyright © 2009 Tibboh | All Rights Reserved" and links for "About us", "Terms and Conditions", and "Privacy Policy". The Windows taskbar at the bottom shows the system tray with the time 10:25 and several open applications including Microsoft Office, buttons, Java Automator, Face Your Ele..., and Windows Explorer.

- 'Generate' creates random usernames and passwords. We suggest you do not use this option.
- D.O.B defines the certification level (e.g. if a student is 14, they will have Certificate 12 access, rather than the next level [Certificate 15 access]).
- If you wish to set up generic accounts (rather than accounts for specific students), we suggest you follow this format:

**First name:** 'a'

**Surname:** 'b'

**Username:** must be at least 8 characters e.g. 'wildknowledge1' or 'stdavids1'

**Password:** must be at least 8 characters and can be the same as the username

**D.O.B.** choose a date that will set the correct level for the students you are working with

**Gender:** keep as 'M'

For each generic account, you can keep all the details the same, except for the username and password which must be different for each account.

7. Each student login must be accepted by the user. For generic accounts, the administrator (rather than the student) will have to do this part of the process. Logout then log back in again under each username you have just created (e.g. 'wildknowledge1'). Within each student account, go to the '1 request outstanding', 'View Details' and 'Accept'.

8. Log back in with your own admin username and password and finally, go to 'Students', 'Verify' and click 'Validate' after each student account.

**For more information on Tibboh's services go to <http://tibboh.co.uk/>**